

**CPMT PACKET**

**1/9/2020**

# **Winchester CPMT Agenda**

January 9, 2020 2:00pm

411 N Cameron St

Winchester, VA 22601

## **Approve Minutes from 10/10/19**

### **Announcements**

#### **New Hires**

### **Financial Report**

- a. October, November and December Financials

### **Old Business**

- a. Outcomes Subcommittee Meeting – October 10 minutes, Meeting 12/12/19 after regular meeting - Cancelled
- b. Strategic Planning Meeting
- c. CSA Training – IACCT Training – October 29, 2019 at 1:00pm
- d. Transportation Services

### **New Business**

- a. CSA – Family First Prevention Services Integration
- b. FAPT Private Provider
- c. Northwestern CSB Rate Change
- d. CSA Projections
- e. CPMT/FAPT Annual Forms

### **Motion to Convene in Executive Session**

*Motion to convene in Executive Session pursuant to 2.2- 3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.*

### **Motion to Come Out of Executive Session & Immediately Reconvene in Open Session**

### **Motion to Certify Compliance by Roll Call Vote**

*Move that the members of the Winchester City CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.*

### **Motion to Approve All Cases**

### **Motion to Adjourn**

**Next Meeting:** Thursday, February 13, Regular meeting at 2:00 pm at 411 N. Cameron St, Kee-Willingham Conference Room.

**OCTOBER MINUTES**  
**WITH**  
**SEPTEMBER FINANCIALS**

**Minutes**  
Winchester CPMT  
411 N Cameron St, Kee-Willinham Conference Room  
Thursday, October 10, 2019  
2:00 p.m.

**MEMBERS PRESENT**

Mary Blowe, City of Winchester  
Amber Dopkowski, Winchester Dept. Social  
Services  
Mark Gleason, Northwestern Community Services  
Board  
Dr. Colin Greene, Winchester/Frederick Health  
Department  
Sarah Kish, Winchester Public Schools  
Mary Zirkle, Winchester Community Mental Health  
Center

**Others Present:**

Karen Reinhardt, Winchester CSA Coordinator

**MEMBERS/OTHERS NOT PRESENT**

Paul Scardino, National Counseling Group  
Peter Roussos, Dept. of Juvenile Justice

**RECAP OF CPMT VOTES:**

**Motion:**

- Motion to approve Agenda.
  
- Motion to approve minutes from August 8, 2019 CPMT Meeting
  
- Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.
  
- Motion to come out of Executive Session

**Action:**

1<sup>st</sup>: Ms. Dopkowski  
2<sup>nd</sup>: Ms. Blowe

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Dopkowski

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Dopkowski

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Zirkle

**Status:**

Approved  
Unanimously

Approved  
with 3  
abstention

Approved  
Unanimously

Approved  
Unanimously

**Minutes**  
Winchester CPMT  
411 N Cameron St, Kee-Willinham Conference Room  
Thursday, October 10, 2019  
2:00 p.m.

**Motion:**

- Motion to Certify Compliance by Roll Call Vote Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.
- Motion to Approve All Cases, as discussed or amended.
- Motion to adjourn CPMT Meeting

**Action:**

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Dopkowski

**Status:**

Approved  
Unanimously

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Dopkowski

Approved  
Unanimously  
Ms. Zirkle  
abstains from  
any cases  
involving  
WCMHC.

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Ms. Dopkowski

Approved  
Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Chairperson, Mark Gleason at 2:00 pm. Motion to approve Agenda.	1 <sup>st</sup> : Ms. Dopkowski 2 <sup>nd</sup> : Ms. Blowe Approved Unanimously
<b>Approval of Minutes</b>	Motion to approve minutes from September 12, 2019 CPMT Meeting.	On Motion by Dr. Greene and seconded by Ms. Dopkowski the Minutes from the September 12, 2019, CPMT meetings were approved..
<b>Announcements</b>		
<b>Financial Report</b>	The Financial Presentation was distributed for September 2019  <b>Report: September 2019, FY20</b> Gross Expenditures: \$306,049.34 Expenditure Refunds: \$6,710.88	Ms. Reinhardt reviewed the reports.

**Minutes**  
Winchester CPMT  
411 N Cameron St, Kee-Willinham Conference Room  
Thursday, October 10, 2019  
2:00 p.m.

Item	Discussion	Action
	<p>Net Expenditures: \$299,338.46  Local Dollars: \$126,064.31  Regular Medicaid Payments to Providers:  Unknown  Local Match: Unknown</p> <p>Wrap Dollars Funds Beginning Balance:  \$15,577.00  Encumbered: \$18,496.00  Disbursed: \$3,736.00  Remaining Funds: (\$6,655.00)</p> <p>Non-Mandated Funds Beginning Balance:  \$20,162.00  Encumbered: \$6,468.00  Disbursed: \$11,083.95  Remaining Funds: \$2,610.05  Unduplicated CSA Case Count: 113  Average Spent per Child: \$3,912.21</p>	
<p><b>Old Business</b></p> <p><b>a. Subcommittee Meetings</b></p> <p><b>b. Strategic Plan</b></p> <p><b>c. CSA Training</b></p> <p><b>d. FAPT Process Satisfaction Survey</b></p>	<p>Outcomes Subcommittee Meeting 10/10/19 at 3:00pm, immediately following October CPMT Meeting</p> <p>Strategic Planning meeting will be January 9, 2020 before regular CPMT meeting at 12:30. Regular CPMT will be abbreviated.</p> <p>Ms. Reinhardt scheduled a training on the IACCT Process for October 29, 2019 at 1:00pm.</p> <p>Ms. Reinhardt completed a FAPT Process Survey for parents. Amy Simmons has added the survey to the City of Winchester Website.</p>	<p>Ms. Reinhardt will sent out meeting invitations for October 10 after CPMT meeting.</p> <p>Ms. Reinhardt will send out invitations and check to see if John Lamana is available to facilitate.</p> <p>Ms. Reinhardt sent out invitations for training.</p> <p>Ms. Reinhardt will send out a communication about the survey to Case Workers.</p>

**Minutes**  
Winchester CPMT  
411 N Cameron St, Kee-Willinham Conference Room  
Thursday, October 10, 2019  
2:00 p.m.

Item	Discussion	Action
<b>e. Transportation Service</b>	One of service gaps brought up at the joint CPMT/FAPT meeting was transportation services.	Ms. Reinhardt provided minutes from 9/27/19 meeting. Ms. Reinhardt will schedule follow up meeting.
<b>f. Winchester Local Match Rate</b>	Ms. Reinhardt contacted Scott Reiner, OCS, about match rate.	Ms. Reinhardt included email from Mr. Reiner explaining the match rate and state assembly language.
<b>New Business:</b>		
<b>a. Updated resources on CHINS/CSA Parental Agreements and Fostering Futures/CSA</b>	Ms. Reinhardt provided information about updates to CSA resources on CHINS/CSA parental agreements and Fostering Futures now available on OCS website.	No action.
<b>b. FY19 Payment Breakdown</b>	Ms. Reinhardt provided information and charts showing the breakdown of FY19 payments by category and breakdown of Community Services by service.	No action.
<b>c. Prior Year Medicaid Payment</b>	Ms. Reinhardt contacted Maris Adcock about payment for FY18 Medicaid, which was taken out of FY19 by OCS. The payment was Medicaid billed too late to come out of FY18. FY19 has no pending payments.	Ms. Reinhardt will check report on OCS website each year to see if there are any pending Medicaid payments from the previous fiscal year.
<b>Motion to Convene in Executive Session</b>	Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.	Mr. Gleason asked that the meeting move into Executive Session. On motion by Dr. Greene, seconded by Ms. Dopkowsky, the meeting moved into Executive Session.

**Minutes**  
Winchester CPMT  
411 N Cameron St, Kee-Willinham Conference Room  
Thursday, October 10, 2019  
2:00 p.m.

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b>		Motion to come out of Executive Session Dr. Greene and seconded by Ms. Zirkle. Approved unanimously.
<b>Motion to Certify Compliance by Roll Call Vote</b>	Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.	Motion to Certify Compliance by Roll Call Vote was made by Dr. Greene seconded by Ms. Dopkowski. Approved unanimously.
<b>Motion to Approve All Cases</b>	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Dr. Greene, seconded by Ms. Dopkowski. Motion was approved. Ms. Zirkle abstained from any cases involving WCMHC.
<b>Motion to Adjourn/Next Meeting Date</b>	The next CPMT meeting will be held Thursday, September 12, 2019 at 2:00p.m., 411 N. Cameron St, Kee-Willingham Conference Room, Winchester, VA.	The meeting was adjourned on motion by Dr. Greene and seconded by Ms. Dopkowski.

Attachments: September FY20 Financials  
Minutes form Transportation Meeting 9/27/19  
CSA FY2020 Base Pool Allocation Worksheet  
Virginia Assembly Language on Local Match Rate  
Minutes from Outcomes Subcommittee Meeting  
Email from Carol Wilson, OCS about update resources available on OCS website  
FY19 Payment Breakdown information and charts  
FY2018 Reimbursement History showing Medicaid payments

Transcribed by kfr



# **SEPTEMBER FINANCIALS**

Chart A

## CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: October 04, 2019	FOR PERIOD ENDING: September 30, 2019 Report ID: 32350
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number:540-542-6573

## PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
<b>1a.</b> Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1b.</b> Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$31,373.50	\$1,802.23	\$29,571.27	\$16,956.17	\$12,615.10
<b>1c.</b> Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$20,558.94	\$0.00	\$20,558.94	\$11,788.50	\$8,770.44
<b>1d.</b> Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1e.</b> Educational Services - Congregate Care	\$0.4587	\$55,467.09	\$2,756.00	\$52,711.09	\$24,178.58	\$28,532.51
<b>2. OTHER MANDATED SERVICES</b>						
<b>2a.</b> Treatment Foster Care - IV-E	\$0.4587	\$49,497.08	\$237.70	\$49,259.38	\$22,595.28	\$26,664.10
<b>2a.1</b> Treatment Foster Care	\$0.4587	\$52,799.37	\$1,118.50	\$51,680.87	\$23,706.02	\$27,974.85
<b>2a.2</b> Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.</b> Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.1</b> Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2c.</b> Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$20,366.65	\$16.64	\$20,350.01	\$4,668.29	\$15,681.72
<b>2d.</b> Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$20,097.30	\$740.47	\$19,356.83	\$8,878.98	\$10,477.85
2f.	Community - Based Services	\$0.2294	\$52,186.91	\$39.34	\$52,147.57	\$11,962.65	\$40,184.92
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$2,095.50	\$0.00	\$2,095.50	\$961.21	\$1,134.29
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$1,607.00	\$0.00	\$1,607.00	\$368.65	\$1,238.35
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$306,049.34	\$6,710.88	\$299,338.46	\$126,064.31	\$173,274.15

### CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$2,844.00
Child Support Collections through DCSE	040	\$3,866.88
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$6,710.88

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

Chart B

## Transaction History

## Pool Reimbursement History

Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$2,694,284.00	\$1,458,416.00	\$1,235,868.00
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>5</u>	7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
<u>5</u>	8/31/2019	9/3/2019	\$129,101.67	\$79,452.41	\$49,649.26
<u>1</u>	9/30/2019	10/4/2019	\$299,338.46	\$173,274.15	\$126,064.31
	Pool Reimbursement Expenditure Totals		\$432,259.13	\$255,669.49	\$176,589.64

## Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)		\$2,262,024.87	\$1,202,746.51	\$1,059,278.36

## Transaction History without WRAP Dollars

## Pool Reimbursement History

Match Rate: 0.4587		Total Amount	State	Local
Beginning Balance		\$2,678,707.00	\$1,449,984.00	\$1,228,723.00
Period End Date	Date Filed	Total Amount	State	Local
7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
8/31/2019	9/3/2019	\$127,461.17	\$78,564.41	\$48,896.76
9/30/2019	10/4/2019	\$297,242.96	\$172,139.86	\$125,103.10
Pool Reimbursement Expenditure Totals - WRAP Only		\$428,523.13	\$253,647.19	\$174,875.94

## Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(Non-Wrap)		\$2,250,183.87	\$1,196,336.81	\$1,053,847.06

## Transaction History WRAP dollars only

## Pool Reimbursement History - WRAP only

Beginning Balance		\$15,577.00	\$8,432.00	\$7,145.00
Period End Date	Date Filed	Total Amount	State	Local
8/31/2019	9/3/2019	\$1,640.50	\$888.00	\$752.50
9/30/2019	10/4/2019	\$2,095.50	\$1,134.29	\$961.21
Pool Reimbursement Expenditure Totals - WRAP only		\$3,736.00	\$2,022.30	\$1,713.70

## WRAP Allocation Modification History

Period End Date	Date Filed	Total Amount	State	Local
WRAP Allocation Modification Totals		\$0.00	\$0.00	\$0.00
CSA Balance (WRAP only)		\$11,841.00	\$6,409.70	\$5,431.30

Wrap-Around Services for Students with Disabilities  
FY20

Chart C

Agency	WPS	WPS	NWCSB
Worker	Morris	McKiernan	Smith
50			

MONTH					MONTH TOTAL
JUL	\$ -	\$ -	-	\$ -	\$ -
AUG	-	-	-	\$ 1,640.50	1,640.50
SEP	-	-	-	2,095.50	2,095.50
OCT	-	-	-	-	-
NOV	-	-	-	-	-
DEC	-	-	-	-	-
JAN	-	-	-	-	-
FEB	-	-	-	-	-
MAR	-	-	-	-	-
APR	-	-	-	-	-
MAY	-	-	-	-	-
JUN	-	-	-	-	-
JUN (2)	-	-	-	-	-
CHILD TOTAL	\$ -	\$ -	\$ 3,736.00	\$ -	\$ 3,736.00

Beginning Balance 15,577.00  
 (Less) Disbursed 3,736.00  
 (Less) ncumbered 18,496.00  
**Remaining Funds \$ (6,655.00)**



Chart D

### Chart D

Beginning Balance	\$ 20,162.00
(less) Disbursed	\$ 11,083.95
(less) ncumbered	\$ 6,468.00
<b>Remaining Funds</b>	<b>\$ 2,610.05</b>

# COMPARISON CHART

Chart E

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018	* FY 2019	* FY 2020
JUL	\$ 3,166.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78	\$ 85.00	\$ 3,819.00
AUG	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37	119,715.25	132,211.49
SEP	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38	224,132.93	306,049.34
OCT	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05	271,017.69	
NOV	112,159.19	109,379.65	164,640.34	112,255.06	263,196.39	167,022.33	189,267.63	
DEC	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49	353,052.14	
JAN	163,869.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03	108,495.46	
FEB	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62	365,583.98	
MAR	120,489.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.49	265,563.11	
APR	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82	362,933.20	
MAY	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93	370,823.81	
JUN	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	66,533.44	232,805.99	
JUN (2)	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	562,057.78	459,278.02	
FY TOTAL	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	3,112,070.51	3,322,754.21	442,079.83
CSA Local Share	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	1,723,208.61	1,183,356.84	176,589.64
Medicaid Pay	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	762,048.94	700,691.26	
Med. Loc. Match	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	176,179.89	198,400.21	
# Children Served	75	91	112	151	178	211	258	113
	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served
	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD
	105	131						
Average per child	\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 14,749.15	\$ 3,912.21			

NOTE: \* Indicates gross expenditures (excluding any refunds)



CITY OF WINCHESTER  
CSA FUND BALANCE  
CHILDREN'S SERVICE ACT (CSA)

Chart F

FUND NAME	REVISED	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED	ADJUSTED FUND BALANCE
	BUDGET					CREDIT AUTHORIZATIONS & POSOS	
C19 CSA MANDATED 18/19 ASSIST	43,000.00	29,735.86	13,264.14	0.00	13,264.14	0.00	13,264.14
C19 CSA MANDATED 18/19 POS	3,255,316.73	3,191,861.69	63,455.04	0.00	63,455.04	250.00	63,205.04
C19 CSA NON-MANDATED 18/19 POS	20,162.00	10,444.55	9,717.45	0.00	9,717.45	0.00	9,717.45
C19 CSA W/A SRVS FOR STUDENTS 18/19 POS	18,788.00	15,446.10	3,341.90	0.00	3,341.90	0.00	3,341.90
C20 CSA MANDATED 19/20 ASSIST	35,000.00	2,827.72	32,172.28	0.00	32,172.28	0.00	32,172.28
C20 CSA MANDATED 19/20 POS	2,585,305.00	544,388.85	2,040,916.15	1,221,661.66	819,254.49	82,920.28	736,334.21
C20 CSA NON-MANDATED 19/20 POS	20,162.00	11,083.95	9,078.05	6,468.00	2,610.05	0.00	2,610.05
C20 CSA W/A SRVS FOR STUDENTS 19/20 POS	15,577.00	3,736.00	11,841.00	18,496.00	(6,655.00)	0.00	(6,655.00)
	5,993,310.73	3,809,524.72	2,183,786.01	1,246,625.66	937,160.35	83,170.28	853,990.07

## Estimated Remaining CSA Balance for Fiscal Year FY20 - September 2019

<b>FISCAL YEAR BUDGET</b>	\$2,500,000.00
Less: YTD Expenditures	\$ 438,702.71
	<u>\$ 2,061,297.29</u>
LESS: Encumbered Funds	\$ 1,329,545.94
ADD: Funds to Unencumber	<u>\$ -</u>
	\$ 731,751.35
LESS: Pending Payments	
LESS: Remaining Clothing Allowances	\$7,818.90
LESS: Projected Expenditures thru June	
LESS: Recurring Payments	<u>\$ 38,439.00</u>
<b>Estimated Remaining CSA Balance</b>	<u><u>\$ 685,493.45</u></u>

# **OCTOBER FINANCIALS**

Chart A

## CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: November 05, 2019	FOR PERIOD ENDING: October 31, 2019 Report ID: 32428
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number:540-542-6573

## PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
<b>1a.</b> Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1b.</b> Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$32,631.30	\$2,491.65	\$30,139.65	\$17,282.08	\$12,857.57
<b>1c.</b> Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$47,487.00	\$0.00	\$47,487.00	\$27,229.05	\$20,257.95
<b>1d.</b> Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1e.</b> Educational Services - Congregate Care	\$0.4587	\$52,076.92	\$0.00	\$52,076.92	\$23,887.68	\$28,189.24
<b>2. OTHER MANDATED SERVICES</b>						
<b>2a.</b> Treatment Foster Care - IV-E	\$0.4587	\$42,795.20	\$180.62	\$42,614.58	\$19,547.31	\$23,067.27
<b>2a.1</b> Treatment Foster Care	\$0.4587	\$39,025.35	\$1,327.57	\$37,697.78	\$17,291.97	\$20,405.81
<b>2a.2</b> Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.</b> Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.1</b> Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2c.</b> Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$10,322.95	\$22.63	\$10,300.32	\$2,362.89	\$7,937.43
<b>2d.</b> Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$10,985.80	\$858.39	\$10,127.41	\$4,645.44	\$5,481.97
2f.	Community - Based Services	\$0.2294	\$50,561.64	\$78.68	\$50,482.96	\$11,580.79	\$38,902.17
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$26,346.84	\$0.00	\$26,346.84	\$12,085.30	\$14,261.54
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$8,410.80	\$0.00	\$8,410.80	\$1,929.44	\$6,481.36
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$320,643.80	\$4,959.54	\$315,684.26	\$137,841.95	\$177,842.31

**CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 2**
**PART 2 - EXPENDITURE REFUND DESCRIPTION**

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$64.80
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,422.00
Child Support Collections through DCSE	040	\$3,472.74
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$4,959.54

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

chart B

## Transaction History

## Pool Reimbursement History

Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$2,694,284.00	\$1,458,416.00	\$1,235,868.00
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>9</u>	7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
<u>9</u>	8/31/2019	9/3/2019	\$129,101.67	\$79,452.41	\$49,649.26
<u>9</u>	9/30/2019	10/4/2019	\$299,338.46	\$173,274.15	\$126,064.31
<u>1</u>	10/31/2019	11/5/2019	\$315,684.26	\$177,842.32	\$137,841.94
	Pool Reimbursement Expenditure Totals		\$747,943.39	\$433,511.80	\$314,431.59

## Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)		\$1,946,340.61	\$1,024,904.20	\$921,436.41

## Transaction History without WRAP Dollars

## Pool Reimbursement History

Match Rate: 0.4587		Total Amount	State	Local
Beginning Balance		\$2,678,707.00	\$1,449,984.00	\$1,228,723.00
Period End Date	Date Filed	Total Amount	State	Local
7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
8/31/2019	9/3/2019	\$127,461.17	\$78,564.41	\$48,896.76
9/30/2019	10/4/2019	\$297,242.96	\$172,139.86	\$125,103.10
10/31/2019	11/5/2019	\$315,684.26	\$177,842.32	\$137,841.94

<b>Match Rate: 0.4587</b>		<b>Total Amount</b>	<b>State</b>	<b>Local</b>
<b>Beginning Balance</b>		<b>\$2,678,707.00</b>	<b>\$1,449,984.00</b>	<b>\$1,228,723.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
Pool Reimbursement Expenditure Totals - WRAP Only		\$744,207.39	\$431,489.51	\$312,717.88

## Supplement History/Allocation Adjustment

<b>Supplement/Adjustment</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
<b>CSA System Balance(Non-Wrap)</b>		<b>\$1,934,499.61</b>	<b>\$1,018,494.49</b>	<b>\$916,005.12</b>

## Transaction History WRAP dollars only

## Pool Reimbursement History - WRAP only

<b>Beginning Balance</b>		<b>\$15,577.00</b>	<b>\$8,432.00</b>	<b>\$7,145.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
8/31/2019	9/3/2019	\$1,640.50	\$888.00	\$752.50
9/30/2019	10/4/2019	\$2,095.50	\$1,134.29	\$961.21
Pool Reimbursement Expenditure Totals - WRAP only		\$3,736.00	\$2,022.30	\$1,713.70

## WRAP Allocation Modification History

<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
WRAP Allocation Modification Totals		\$0.00	\$0.00	\$0.00
<b>CSA Balance (WRAP only)</b>		<b>\$11,841.00</b>	<b>\$6,409.70</b>	<b>\$5,431.30</b>



# Wrap-Around Services for Students with Disabilities FY20

Chart C

Agency WPS WPS NWCSB  
Worker Morris McKleman Smith

50

MONTH					MONTH TOTAL
JUL	\$ -	\$ -	-	\$ -	\$ -
AUG	-	-	-	\$ 1,640.50	1,640.50
SEP	-	-	-	2,095.50	2,095.50
OCT	-	-	-	-	-
NOV	-	-	-	-	-
DEC	-	-	-	-	-
JAN	-	-	-	-	-
FEB	-	-	-	-	-
MAR	-	-	-	-	-
APR	-	-	-	-	-
MAY	-	-	-	-	-
JUN	-	-	-	-	-
JUN (2)	-	-	-	-	-
CHILD TOTAL	\$ -	\$ -	-	\$ 3,736.00	\$ 3,736.00

Beginning Balance 15,577.00  
(Less) Disbursed 3,736.00  
(Less) ncumbered 16,960.00  
**Remaining Funds \$ (5,119.00)**



Chart D

FY 2020

Beginning Balance	\$	20,162.00
(less) Disbursed	\$	12,369.15
(less) Incumbered	\$	4,914.80
Remaining Funds	\$	2,878.05

# COMPARISON CHART

chart E

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018	* FY 2019	* FY 2020
JUL	\$ 3,166.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78	\$ 85.00	\$ 3,819.00
AUG	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37	119,715.25	132,211.49
SEP	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38	224,132.93	306,049.34
OCT	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05	271,017.69	320,643.80
NOV	112,159.19	109,379.65	164,640.34	112,255.06	263,196.39	167,022.33	189,267.63	
DEC	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49	353,052.14	
JAN	163,869.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03	108,495.46	
FEB	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62	365,583.98	
MAR	120,489.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.49	265,563.11	
APR	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82	362,933.20	
MAY	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93	370,823.81	
JUN	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	66,533.44	232,805.99	
JUN (2)	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	562,057.78	459,278.02	
FY TOTAL								
TOTAL	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	3,112,070.51	3,322,754.21	762,723.63
CSA Local Share	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	1,723,208.61	1,183,356.84	314,431.59
Medicaid Pay	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	762,048.94	700,691.26	50,501.66
Med. Loc. Match	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	176,179.89	198,400.21	14,141.21
# Children Served	75	91	112	151	178	211	258	120
	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served	unduplicated youth served
	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD
						105	131	
Average per child				\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 14,749.15	\$ 6,356.03

NOTE: \* Indicates gross expenditures (excluding any refunds)

CITY OF WINCHESTER  
CSA FUND BALANCE  
CHILDREN'S SERVICE ACT (CSA)

Chart F

FUND NAME	REVISED	EXPENDITURES	FUND	ENCUMBRANCES	FUND	UNAPPROVED CREDIT AUTHORIZATIONS & POSOS	ADJUSTED
	BUDGET		BALANCE		BALANCE		FUND BALANCE
C20 CSA MANDATED 19/20 ASSIST	35,000.00	981.96	34,018.04	0.00	34,018.04	0.00	34,018.04
C20 CSA MANDATED 19/20 POS	2,585,305.00	770,277.32	1,815,027.68	1,325,442.26	489,585.42	71,221.28	418,364.14
C20 CSA NON-MANDATED 19/20 POS	20,162.00	14,781.15	5,380.85	2,502.80	2,878.05	0.00	2,878.05
C20 CSA W/A SRVS FOR STUDENTS 19/20 POS	15,577.00	7,280.00	8,297.00	13,416.50	(5,119.50)	0.00	(5,119.50)
	2,656,044.00	793,320.43	1,862,723.57	1,341,361.56	521,362.01	71,221.28	450,140.73

## Estimated Remaining CSA Balance for Fiscal Year FY20 - September 2019

<b>FISCAL YEAR BUDGET</b>	\$2,500,000.00
Less: YTD Expenditures	\$ 757,924.51
	<u>\$ 1,742,075.49</u>
LESS: Encumbered Funds	\$ 1,412,582.84
ADD: Funds to Unencumber	\$ -
	<u>\$ 329,492.65</u>
LESS: Pending Payments	
LESS: Remaining Clothing Allowances	\$7,449.06
LESS: Projected Expenditures thru June	
LESS: Recurring Payments	\$ 18,744.00
<b>Estimated Remaining CSA Balance</b>	<u>\$ 307,902.38</u>
LESS: Medicaid Match	<u>\$ 14,141.21</u>
	<u>\$ 293,761.17</u>

# **NOVEMBER FINANCIALS**



## CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: December 13, 2019	FOR PERIOD ENDING: November 30, 2019 Report ID: 33593
LOCALITY: Winchester -FIPS 840	Contact Peerson: Erika Arenas Phone Number: 540-686-4838

### PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
<b>1a.</b> Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1b.</b> Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$37,229.33	\$4,980.98	\$32,248.35	\$18,491.20	\$13,757.15
<b>1c.</b> Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$4,326.50	\$0.00	\$4,326.50	\$2,480.82	\$1,845.68
<b>1d.</b> Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1e.</b> Educational Services - Congregate Care	\$0.4587	\$19,756.19	\$0.00	\$19,756.19	\$9,062.16	\$10,694.03
<b>2. OTHER MANDATED SERVICES</b>						
<b>2a.</b> Treatment Foster Care - IV-E	\$0.4587	\$43,690.00	\$19.00	\$43,671.00	\$20,031.89	\$23,639.11
<b>2a.1</b> Treatment Foster Care	\$0.4587	\$33,882.70	\$1,158.29	\$32,724.41	\$15,010.69	\$17,713.72
<b>2a.2</b> Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.</b> Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.1</b> Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2c.</b> Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$15,779.50	\$24.96	\$15,754.54	\$3,614.09	\$12,140.45
<b>2d.</b> Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care – Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$12,801.63	\$692.66	\$12,108.97	\$5,554.38	\$6,554.59
2f.	Community - Based Services	\$0.2294	\$57,905.06	\$78.68	\$57,826.38	\$13,265.37	\$44,561.01
2f.1	Community Transition Services – Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$11,789.16	\$0.00	\$11,789.16	\$5,407.69	\$6,381.47
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$3,739.00	\$0.00	\$3,739.00	\$1,715.08	\$2,023.92
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$2,412.00	\$0.00	\$2,412.00	\$553.31	\$1,858.69
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$243,311.07</b>	<b>\$6,954.57</b>	<b>\$236,356.50</b>	<b>\$95,186.68</b>	<b>\$141,169.82</b>

**CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 2**
**PART 2 - EXPENDITURE REFUND DESCRIPTION**

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$4,030.00
Child Support Collections through DCSE	040	\$2,924.57
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS :</b> Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		<b>\$6,954.57</b>

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

B

## Transaction History

## Pool Reimbursement History

Match Rate: 0.4587			Total Amount	State	Local
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<u>9</u>	8/31/2019	9/3/2019	\$129,101.67	\$79,452.41	\$49,649.26
<u>9</u>	9/30/2019	10/4/2019	\$299,338.46	\$173,274.15	\$126,064.31
<u>9</u>	10/31/2019	11/5/2019	\$315,684.26	\$177,842.32	\$137,841.94
Pool Reimbursement Expenditure Totals			\$747,943.39	\$433,511.80	\$314,431.59

## Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)		\$1,946,340.61	\$1,024,904.20	\$921,436.41

## Transaction History without WRAP Dollars

## Pool Reimbursement History

Match Rate: 0.4587		Total Amount	State	Local
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8/31/2019	9/3/2019	\$127,461.17	\$78,564.41	\$48,896.76
9/30/2019	10/4/2019	\$297,242.96	\$172,139.86	\$125,103.10
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<b>Match Rate: 0.4587</b>		<b>Total Amount</b>	<b>State</b>	<b>Local</b>
<b>Beginning Balance</b>		<b>\$2,678,707.00</b>	<b>\$1,449,984.00</b>	<b>\$1,228,723.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
Pool Reimbursement Expenditure Totals - WRAP Only		\$744,207.39	\$431,489.51	\$312,717.88

## Supplement History/Allocation Adjustment

<b>Supplement/Adjustment</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
<b>CSA System Balance(Non-Wrap)</b>		<b>\$1,934,499.61</b>	<b>\$1,018,494.49</b>	<b>\$916,005.12</b>

## Transaction History WRAP dollars only

## Pool Reimbursement History - WRAP only

<b>Beginning Balance</b>		<b>\$15,577.00</b>	<b>\$8,432.00</b>	<b>\$7,145.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
8/31/2019	9/3/2019	\$1,640.50	\$888.00	\$752.50
9/30/2019	10/4/2019	\$2,095.50	\$1,134.29	\$961.21
Pool Reimbursement Expenditure Totals - WRAP only		\$3,736.00	\$2,022.30	\$1,713.70

## WRAP Allocation Modification History

<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
WRAP Allocation Modification Totals		\$0.00	\$0.00	\$0.00
<b>CSA Balance (WRAP only)</b>		<b>\$11,841.00</b>	<b>\$6,409.70</b>	<b>\$5,431.30</b>

**Wrap-Around Services for Students with Disabilities**  
**FY20**

<b>Agency</b>	WPS	WPS	NWCBSB	NWCBSB
<b>Worker</b>	Morris	McKiernan	Smith	Trichler
			50	53

MONTH					MONTH TOTAL
JUL	\$ -	\$ -	\$ -	\$ -	\$ -
AUG	-	-	\$ 1,640.50	-	1,640.50
SEP	-	-	2,095.50	-	2,095.50
OCT	-	-	-	-	-
NOV	-	-	2,667.00	1,072.00	3,739.00
DEC	-	-	-	-	-
JAN	-	-	-	-	-
FEB	-	-	-	-	-
MAR	-	-	-	-	-
APR	-	-	-	-	-
MAY	-	-	-	-	-
JUN	-	-	-	-	-
JUN (2)	-	-	-	-	-
<b>CHILD TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,403.00</b>	<b>\$ 1,072.00</b>	<b>\$ 7,475.00</b>

Beginning Balance 15,577.00  
 (Less) Disbursed 7,475.00  
 (Less) ncumbered 12,636.50  
**Remaining Funds \$ (4,534.50)**

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# COMPARISON CHART

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018	* FY 2019	* FY 2020
JUL	\$ 3,166.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78	\$ 85.00	\$ 3,819.00
AUG	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37	119,715.25	132,211.49
SEP	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38	224,132.93	306,049.34
OCT	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05	271,017.69	320,643.80
NOV	112,159.19	109,379.65	164,640.34	112,255.06	263,196.39	167,022.33	189,267.63	243,311.07
DEC	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49	353,052.14	
JAN	163,869.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03	108,495.46	
FEB	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62	365,583.98	
MAR	120,489.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.49	265,563.11	
APR	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82	362,933.20	
MAY	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93	370,823.81	
JUN	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	66,533.44	232,805.99	
JUN (2)	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	562,057.78	459,278.02	
FY TOTAL	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	3,112,070.51	3,322,754.21	1,006,034.70
CSA Local Share	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	1,723,208.61	1,183,356.84	314,431.59
Medicaid Pay	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	762,048.94	700,691.26	50,501.66
Med. Loc. Match	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	176,179.89	198,400.21	14,141.21
# Children Served	75	91	112	151	178	211	258	120
	unduplicated	unduplicated	unduplicated	unduplicated	unduplicated	unduplicated	unduplicated	unduplicated
	youth served	youth served	youth served	youth served	youth served	youth served	youth served	youth served
	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD
	105	131						
Average per child	\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 14,749.15	\$ 8,383.62			

NOTE: \* Indicates gross expenditures (excluding any refunds)

CITY OF WINCHESTER  
CSA FUND BALANCE  
CHILDREN'S SERVICE ACT (CSA)

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED CREDIT AUTHORIZATIONS & POSOS	ADJUSTED FUND BALANCE
C20 CSA MANDATED 19/20 ASSIST	35,000.00	1,454.40	33,545.60	0.00	33,545.60	0.00	33,545.60
C20 CSA MANDATED 19/20 POS	2,585,305.00	1,098,033.50	1,487,271.50	1,479,090.79	8,180.71	76,864.46	(68,683.75)
C20 CSA NON-MANDATED 19/20 POS	20,162.00	16,613.95	3,548.05	3,070.00	478.05	0.00	478.05
C20 CSA W/A SRVS FOR STUDENTS 19/20 POS	15,577.00	8,011.00	7,566.00	11,296.50	(3,730.50)	0.00	(3,730.50)
	2,656,044.00	1,124,112.85	1,531,931.15	1,493,457.29	38,473.86	76,864.46	(38,390.60)

7

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Estimated Remaining CSA Balance for Fiscal Year FY20 - September 2019

<b>FISCAL YEAR BUDGET</b>	\$2,500,000.00
Less: YTD Expenditures	\$ 997,140.72
	<u>\$ 1,502,859.28</u>
LESS: Encumbered Funds	\$ 1,767,690.33
ADD: Funds to Unencumber	\$ -
	<u>\$ (264,831.05)</u>
LESS: Pending Payments	
LESS: Remaining Clothing Allowances	\$7,062.44
LESS: Projected Expenditures thru June	
LESS: Recurring Payments	\$ 26,520.00
<b>Estimated Remaining CSA Balance</b>	<u><u>\$ (298,413.49)</u></u>
LESS: Medicaid Match	\$ 14,141.21
	<u>\$ (284,272.28)</u>

# **DECEMBER FINANCIALS**

chart A

## CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: January 03, 2020	FOR PERIOD ENDING: December 31, 2019 Report ID: 33655
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number:540-542-6573

## PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
<b>1a.</b> Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1b.</b> Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$48,060.69	\$2,306.61	\$45,754.08	\$26,235.39	\$19,518.69
<b>1c.</b> Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$19,048.58	\$0.00	\$19,048.58	\$10,922.46	\$8,126.12
<b>1d.</b> Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1e.</b> Educational Services - Congregate Care	\$0.4587	\$32,445.52	\$0.00	\$32,445.52	\$14,882.76	\$17,562.76
<b>2. OTHER MANDATED SERVICES</b>						
<b>2a.</b> Treatment Foster Care - IV-E	\$0.4587	\$46,052.24	\$780.00	\$45,272.24	\$20,766.38	\$24,505.86
<b>2a.1</b> Treatment Foster Care	\$0.4587	\$33,672.40	\$710.54	\$32,961.86	\$15,119.61	\$17,842.25
<b>2a.2</b> Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.</b> Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2b.1</b> Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2c.</b> Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$8,991.50	\$471.64	\$8,519.86	\$1,954.46	\$6,565.40
<b>2d.</b> Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$15,513.81	\$1,426.92	\$14,086.89	\$6,461.66	\$7,625.23
2f.	Community - Based Services	\$0.2294	\$58,633.25	\$78.68	\$58,554.57	\$13,432.42	\$45,122.15
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$47,465.14	\$1,681.84	\$45,783.30	\$21,000.80	\$24,782.50
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$5,930.00	\$0.00	\$5,930.00	\$2,720.09	\$3,209.91
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$2,167.80	\$278.75	\$1,889.05	\$433.35	\$1,455.70
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$317,980.93	\$7,734.98	\$310,245.95	\$133,929.36	\$176,316.59

#### CSA FY 20 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

##### PART 2 - EXPENDITURE REFUND DESCRIPTION

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$3,195.59
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,422.00
Child Support Collections through DCSE	040	\$3,117.39
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$7,734.98

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

Chart B

## Transaction History

## Pool Reimbursement History

Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$2,694,284.00	\$1,458,416.00	\$1,235,868.00
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>9</u>	7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
<u>9</u>	8/31/2019	9/3/2019	\$129,101.67	\$79,452.41	\$49,649.26
<u>9</u>	9/30/2019	10/4/2019	\$299,338.46	\$173,274.15	\$126,064.31
<u>9</u>	10/31/2019	11/5/2019	\$315,684.26	\$177,842.32	\$137,841.94
<u>9</u>	11/30/2019	12/13/2019	\$236,356.50	\$141,169.81	\$95,186.69
<u>1</u>	12/31/2019	1/3/2020	\$310,245.95	\$176,316.59	\$133,929.36
Pool Reimbursement Expenditure Totals			\$1,294,545.84	\$750,998.21	\$543,547.63

## Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)		\$1,399,738.16	\$707,417.79	\$692,320.37

## Transaction History without WRAP Dollars

## Pool Reimbursement History

Match Rate: 0.4587		Total Amount	State	Local
Beginning Balance		\$2,678,707.00	\$1,449,984.00	\$1,228,723.00
Period End Date	Date Filed	Total Amount	State	Local
7/31/2019	8/8/2019	\$3,819.00	\$2,942.92	\$876.08
8/31/2019	9/3/2019	\$127,461.17	\$78,564.41	\$48,896.76
9/30/2019	10/4/2019	\$297,242.96	\$172,139.86	\$125,103.10

<b>Match Rate: 0.4587</b>		<b>Total Amount</b>	<b>State</b>	<b>Local</b>
<b>Beginning Balance</b>		<b>\$2,678,707.00</b>	<b>\$1,449,984.00</b>	<b>\$1,228,723.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
10/31/2019	11/5/2019	\$315,684.26	\$177,842.32	\$137,841.94
11/30/2019	12/13/2019	\$232,617.50	\$139,145.89	\$93,471.61
12/31/2019	1/3/2020	\$304,315.95	\$173,106.68	\$131,209.27
Pool Reimbursement Expenditure Totals - WRAP Only		\$1,281,140.84	\$743,742.09	\$537,398.75

## Supplement History/Allocation Adjustment

<b>Supplement/Adjustment</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
Supplement/Adjustment Totals		\$0.00	\$0.00	\$0.00
<b>CSA System Balance(Non-Wrap)</b>		<b>\$1,397,566.16</b>	<b>\$706,241.91</b>	<b>\$691,324.25</b>

## Transaction History WRAP dollars only

## Pool Reimbursement History - WRAP only

<b>Beginning Balance</b>		<b>\$15,577.00</b>	<b>\$8,432.00</b>	<b>\$7,145.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
8/31/2019	9/3/2019	\$1,640.50	\$888.00	\$752.50
9/30/2019	10/4/2019	\$2,095.50	\$1,134.29	\$961.21
11/30/2019	12/13/2019	\$3,739.00	\$2,023.92	\$1,715.08
12/31/2019	1/3/2020	\$5,930.00	\$3,209.91	\$2,720.09
Pool Reimbursement Expenditure Totals - WRAP only		\$13,405.00	\$7,256.13	\$6,148.87

## WRAP Allocation Modification History

<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
WRAP Allocation Modification Totals		\$0.00	\$0.00	\$0.00
<b>CSA Balance (WRAP only)</b>		<b>\$2,172.00</b>	<b>\$1,175.87</b>	<b>\$996.13</b>

# Wrap-Around Services for Students with Disabilities FY20

Chart C

Agency	WPS	WPS	NWCBSB	NWCBSB	NWCBSB
Worker	Morris	McKiernan	Smith	Tritchler	Creswell
			50	53	56
MONTH					
JUL	\$ -	\$ -		\$ -	\$ -
AUG	-	-	\$ 1,640.50	-	-
SEP	-	-	2,095.50	-	-
OCT	-	-	-	-	-
NOV	-	-	2,667.00	1,072.00	-
DEC	-	-	3,752.00	603.00	1,575.00
JAN	-	-	-	-	-
FEB	-	-	-	-	-
MAR	-	-	-	-	-
APR	-	-	-	-	-
MAY	-	-	-	-	-
JUN	-	-	-	-	-
JUN (2)	-	-	-	-	-
CHILD TOTAL	\$ -	\$ -	\$ 10,155.00	\$ 1,675.00	\$ 1,575.00
					\$ 13,405.00

Beginning Balance 15,577.00  
 (Less) Disbursed 13,405.00  
 (Less) Encumbered 9,901.50  
**Remaining Funds \$ (7,729.50)**



### Chart D

### Chart D

Beginning Balance	\$ 20,162.00
(less) Disbursed	\$ 16,670.20
(less) Incumbered	\$ 2,735.00
<b>Remaining Funds</b>	<b>\$ 756.80</b>

Chart E

## COMPARISON CHART

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018	* FY 2019	* FY 2020
JUL	\$ 3,166.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78	\$ 85.00	\$ 3,819.00
AUG	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37	119,715.25	132,211.49
SEP	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38	224,132.93	306,049.34
OCT	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05	271,017.69	320,643.80
NOV	112,159.19	109,379.65	164,640.34	112,255.06	263,196.39	167,022.33	189,267.63	243,311.07
DEC	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49	353,052.14	317,980.93
JAN	163,869.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03	108,495.46	
FEB	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62	365,583.98	
MAR	120,489.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.49	265,563.11	
APR	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82	362,933.20	
MAY	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93	370,823.81	
JUN	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	66,533.44	232,805.99	
JUN (2)	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	562,057.78	459,278.02	
<b>FY TOTAL</b>								
<b>TOTAL</b>	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	3,112,070.51	3,322,754.21	1,324,015.63
<b>CSA Local Share</b>	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	1,723,208.61	1,183,356.84	691,324.25
<b>Medicaid Pay</b>	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	762,048.94	700,691.26	50,501.66
<b>Med. Loc. Match</b>	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	176,179.89	198,400.21	14,141.21
<b># Children Served</b>	75	91 unduplicated youth served YTD	112 unduplicated youth served YTD	151 unduplicated youth served YTD	178 unduplicated youth served YTD	211 unduplicated youth served YTD	258 unduplicated youth served YTD	151 unduplicated youth served YTD
						105	131	
<b>Average per child</b>				\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 14,749.15	\$ 8,768.32

NOTE: \* Indicates gross expenditures (excluding any refunds)



Chart F

CITY OF WINCHESTER  
CSA FUND BALANCE  
CHILDREN'S SERVICE ACT (CSA)

FUND NAME	REVISED		EXPENDITURES		FUND		ENCUMBRANCES		FUND		UNAPPROVED		ADJUSTED	
	BUDGET				BALANCE				BALANCE		CREDIT		FUND	
											& POSOS		BALANCE	
20 CSA MANDATED 19/20 ASSIST	35,000.00		(40.99)		35,040.99		0.00		35,040.99		0.00		35,040.99	
20 CSA MANDATED 19/20 POS	2,585,305.00		1,295,628.95		1,289,676.05		1,533,988.19		(244,312.14)		138,432.46		(382,744.60)	
20 CSA NON-MANDATED 19/20 POS	20,162.00		16,670.20		3,491.80		2,735.00		756.80		0.00		756.80	
20 CSA W/A SRVS FOR STUDENTS 19/20 POS	15,577.00		13,405.00		2,172.00		9,901.50		(7,729.50)		0.00		(7,729.50)	
	2,656,044.00		1,325,663.16		1,330,380.84		1,546,624.69		(216,243.85)		138,432.46		(354,676.31)	

## Estimated Remaining CSA Balance for Fiscal Year FY20 - September 2019

<b>FISCAL YEAR BUDGET</b>	\$2,500,000.00
Less: YTD Expenditures	\$ 1,342,228.44
	<u>\$ 1,157,771.56</u>
LESS: Encumbered Funds	\$ 1,685,057.15
ADD: Funds to Unencumber	\$ -
	<u>\$ (527,285.59)</u>
LESS: Pending Payments	
LESS: Remaining Clothing Allowances	\$5,783.21
LESS: Projected Expenditures thru June	
LESS: Recurring Payments	\$ 9,732.00
<b>Estimated Remaining CSA Balance</b>	<u>\$ (542,800.80)</u>
LESS: Medicaid Match	<u>\$ 14,141.21</u>
	<u>\$ (528,659.59)</u>

# **JANUARY ATTACHMENTS**



Reinhardt, Karen &lt;karen.reinhardt@dss.virginia.gov&gt;

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## CSA FFPSA Integration

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**Mucha, Marsha** <marsha.mucha@csa.virginia.gov>  
To: Marsha Mucha <marsha.mucha@csa.virginia.gov>  
Bcc: karen.reinhardt@dss.virginia.gov

Fri, Oct 25, 2019 at 2:09 PM

CSA Coordinators,

The attached file contains a matrix of various levels of CSA integration with the prevention services to be provided under the Family First Prevention Services Act (Title- IV-E) funding. I encourage you to review this and have your CPMT begin discussions about how FFPSA and the new funding stream will be integrated into your local CSA process. The matrix is a product of a workgroup that included CSA Coordinators and LDSS Directors as well as state DSS and OCS. It is not a definitive document except in some cases (e.g., who will determine eligibility) but a starting point for discussion.

Let me know if you have any questions.

*Scott*



**Scott Reiner**

*Executive Director*

Office of Children's Services

1604 Santa Rosa Rd., Suite 137, Richmond, VA

23229

804-662-9082 (Office)

804-297-7459 (Cell)

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**FFPSA-CSA Integration Grid (1).xlsx**

14K

FFPSA - CSA Integration			
Activity	No/Low Integration	Moderate Integration	High Integration
Eligibility	Children and families are eligible for FFPSA funded prevention services in accordance with the "imminent risk" criteria established by the VDSS/Three Branch. These children and families are also eligible for CSA (mandated) as they are receiving foster care prevention services in accordance with §63.2-905 (Foster Care Services).		
Referral Process	No CSA consideration requested by LDSS. No referral to FAPT/VDSS will handle independently (e.g., use of PSSF or DJJ funds).	Differential referral to CSA dependent on case characteristics (e.g., infant may not be referred while an older child with cross-agency needs may be referred). Case "type" and referral and may evolve over time as circumstances dictate. Specific referral requirements to be determined by VDSS guidelines and local CPMT policy.	All cases referred to FAPT. Specific referral requirements to be determined by VDSS guidelines and local CPMT policy.
CANS Requirements	Yes, VDSS plans to require CANS for FFPSA cases. OCS to modify CANVAS to "flag" children referred for FFPSA service and not to CSA. CANS reassessments dependent on VDSS requirements and/or local CSA policy for cases in a high integration framework. CANS data can be used as component of an FFPSA evaluation model.		
FAPT Role/Activities	N/A	For referred cases, existing CSA processes apply if CSA funding is requested/appropriate. If no CSA funding requested, FAPT's role is one of case consultation, coordination and service recommendation and periodic case review.	Existing CSA processes apply if CSA funding is requested/appropriate. If no CSA funding requested, FAPT's role is one of case consultation, coordination and service recommendation and periodic case review.
Time Frames for Action by FAPT	N/A	FAPT to hear case as soon as practicable. LDSS may initiate FFPSA services at their discretion. Cases requesting CSA funds are subject to existing CSA policies.	For FFPSA-only cases (no CSA funding requested), to be heard at FAPT within 30 days (align with FFPSA service plan requirements). LDSS has the authority to initiate services prior to FAPT as determined by local policy. Cases requesting CSA funds are subject to existing CSA approval policies.
Service Plan Requirements	Whatever DSS requires via Prevention Guidance.	CSA encouraged to accept VDSS Prevention Plan format for FFPSA services and not to require have two plans (Prevention Plan + IFSP). CSA and VDSS to work together to develop a Prevention Plan that will meet both requirements.	To be developed within 30 days if FFPSA only funds are being used (not asking for CSA funds). CSA encouraged to accept VDSS Prevention Plan format for FFPSA services and not to require have two plans (Prevention Plan + IFSP). CSA and VDSS to work together to develop a Prevention Plan that will meet both requirements.
CPMT Role/Activities	Current role for policy and practice oversight/coordination. Broad system oversight/CQI at the local level. Encourage review of data in light of new FFPSA (outcomes, use of CSA funds/referrals for FC prevention, etc.) Discuss how to integrate EBRs across all child-serving systems. No need for CPMT authorization of FFPSA expenditures.		
Data Requirements	DSS only	What new data does CSA want to collect, if anything? Flag in LEDRS if child is getting CSA and FFPSA? VDSS needs to identify specific data elements for evaluation; how to align CSA and DSS data collection and systems?	
Case Review Requirements (UR)	DSS requirements only	CSA Case Review may be driven by case type and local policy. Must meet minimum VDSS requirements.	Follow current practice for review of cases. Mirror guidance in new VDSS prevention policy (every 90 days). Local/DSS policy/ regarding period of FFPSA service authorization (every 90 days? full period of intended service?). Can FAPT review meet the VDSS review requirements?
Use of Alternate MDTs	N/A	Encouraged as appropriate - MDTs may have specialized perspectives.	

Requirements for CSA AND FFPSA Cases	Standard CSA procedures will apply. FFPSA services may begin before FAPT per local policy. Localities will need to determine how FFPSA service plans/CANS will substitute or align with existing FAPT requirements. Encourage reduction in potentially redundant and or unnecessary paperwork and practices.	
Service Contracting, Invoicing, Payment	Undetermined at this point/payment through LDSS LASER. Many variables to consider. CSA currently does contracting, invoicing and payment (non Title IV-E) in many localities especially if separate from DSS. Concerns over possible duplication of contracting between FFPSA and CSA if the same services are to be used with different populations served. Allow local contracting with vendors as they already exist. Local contract requirements versus state contract requirements. How to handle services "turned down" for FFPSA funding (if already processed through CSA (high integration)/if not (low integration))	
Parental Co-Payment	No co-payments for FFPSA services.	No co-payments for FFPSA services. Co-payments for CSA funded services per state and local CSA policy.
Local Policy Development	Will need to be thoughtfully discussed and developed. Remind people that they have to have policies requiring emergency services which allow immediate access to funds. Local CPMTs and LDSS should be reminded of and encouraged to utilize all available funding streams. The configuration of the FFPSA/CSA relationship should not be "compartmentalized", but rather be fluid and adaptable to the needs of the child and family and reflective of available local resources.	
Additional Discussion Points/Considerations		
Potential Case Type Characteristics for Differential Levels of Integration (FFPSA/CSA) (Especially for Moderate Integration Models)	Need for consistent messaging and properly timed messaging from both DSS and CSA	
	VDSS anticipates prevention guidance to be complete next April. Cannot complete CSA integration guidance until that is complete.	Note to Localities:  While impact is not yet determined, CSA programs need to anticipate and prepare for increased workloads, especially as they adopt more integrated models.  OCS will work with VDSS to try to determine how many of the current CSP Ongoing Cases are already being served by CSA, to get a ballpark estimate of how many new CSA cases might be possible in a high integration model.
Include in CSA	Children and families for whom there are no available/appropriate FFPSA services	
Exclude from CSA	Infants, young children/not in school/not on probation/no identified MH issues.	
	Children and families who only need FFPSA, not other agency involvement	
Note to OCS:  Provide clarity about the allowable range of documentation that will meet CSA audit requirements.		



## Tiffany Markwood

199 Brookneil Drive Winchester, Virginia 22602

540-535-5677

[tiffany\\_markwood@yahoo.com](mailto:tiffany_markwood@yahoo.com)

November 15, 2019

Ms. Karen Reinhardt, CSA Coordinator  
Winchester Department of Social Services  
24 Baker Street  
Winchester, VA 22601



Dear Karen,

I am deeply saddened by the demise of the TDT program which I have worked in for the past 11 years in our region. This downturn in TDT services has led me to face a difficult decision.

It is with a very heavy heart and a great deal of thoughtful consideration that I have submitted my resignation from my position as Clinical Administrator at Crossroads Counseling Center effective December 13, 2019. This means I must also resign from my role as a member of the Winchester Family Assessment and Planning Team. I have truly enjoyed my involvement with FAPT, and I will miss being a part of this service community.

I do hope we continue to cross paths as we all work in various capacities to address the behavioral health needs of our community and the well-being of children, youth, and families.

Respectfully Submitted,

Tiffany Markwood

CC: Winchester CPMT

## **Alicia A. Garrison BS, MA, LPC**

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456 Sager Hollow Rd.  
Strasburg, VA 22657  
(540) 550-6500  
[aliciagarrison84@gmail.com](mailto:aliciagarrison84@gmail.com)

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### **Professional Skills**

- Active LPC in VA.
- Strong interpersonal and counseling skills
- Follows HIPAA guidelines and laws
- Effectively manages time
- Understanding of all therapeutic approaches
- Extensive Trauma therapy training, awaiting to take exam for certification
- Passionate about helping people move toward mental health recovery
- Clinical documentation mastery
- Excellent ability to work one-on-one and in group sessions
- Good written and verbal communication abilities
- Medicaid familiarity

### **Professional Experience**

April 2018 - Present

**Crossroads Counseling Center**, Winchester Virginia – *IIH and MHSS Program Coordinator*

- Manages the day-to-day operations of the Mental Health Skill-building Services and Intensive In-home programs.
- Assists with recruitment, interviewing and hiring of new workers. Provides orientation and training of new hires.
- Provides individual and group supervision to the IIH and MHSS Specialists. Tracks and organizes the training needs of Specialists.
- Monitors Specialist caseloads and productivity. Ensures services meet CCC quality care standards.
- Takes referrals for new clients and assists clients in accessing services.
- Conducts eligibility and intake assessments for clients and ensures that such documents meet the agency policy and state regulations.
- Provides quality assurance as follows:
  - Ensures the timely submission by Specialists of all documentation.
  - Ensures that client and personnel files meet the agency policy and state regulations.
  - Ensures that individual services plans are in compliance with required regulations.
- Monitors and updates the Master Client List.
- Manages program development:
  - Organizes and enhances service delivery.
  - Contacts and meets with agencies and institutions.
  - Provides ideas to improve and expand services.

- Ensures that Monthly Reports are submitted to referral sources as required.
- Serves with the Clinical Director as the point of contact for outside agencies and the public.
- Attends FAPT or other community meetings as necessary.
- Provides Monthly Reports to the Clinical Director for the Executive Director Report.
- Provides any additional work-related tasks that the Clinical Director or Executive Director may require.
- Maintains a current CPR/First Aid certification.
- Maintains a current behavioral intervention training certification.
- Completes all required orientation and continued development training relevant to this position, or as required by State and/or Federal regulations.
- Demonstrates a working knowledge of and adherence to all CCC Policies and Procedures and State and Federal regulations applicable to this position.
- Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

January 2011 – April 2018

**National Counseling Group, Winchester, Virginia - *Therapeutic Day Treatment: LMHP-S Resident in Counseling***

- Was employed through Northwestern Community Services for TDT from 1/3/2011 to 08/2014 at which time National Counseling Group hired to continue TDT in the school.
- Assisted, supported, monitored and intervened with clients in the day treatment program.
- Implemented behavioral management program as outlined in the service plan in an ethical and competent manner.
- Participated in regular interdisciplinary staff meetings and accept newly assigned cases, from transfers and new admissions.
- Developed Individual Service Plans based on assessed needs, in consultation with supervisory staff, within the team model of service delivery.
- Provided ongoing case management and behavioral interventions, based on assessed needs and goals of clients.
- Implemented appropriate services and developing effective alliances with clients, as well as maximizing client's functioning and community integration.
- Reviewed with the client and/or staff on a regular, but no less than quarterly, basis the progress made in reaching service goals so that the service plan can be modified as necessary to ensure that the goals and objectives are being achieved.
- Arranged for service re-authorizations and psychiatric medication evaluations and monitoring, as needed by program requirements.
- Documented all client contacts on a timely basis including face-to-face, service plans, treatment plans, collateral and community contacts, and maintains case records in compliance with agency and regulatory standards.
- Met regularly with the immediate supervisor as a means of enhancing professional growth, reviewing and processing the provision of behavioral specialist and case management services, and dealing with appropriate administrative issues.
- Monitored client's medication compliance and side effects and maintains close communications with the psychiatrist.
- Maintained and submit non-billable service logs on a weekly basis, and maintain and submit billable documentation at assigned.

**Youth Development Center, Winchester VA**

May 2017 - 2018

- Worked in the Adventures and Beyond program an enrichment program for teens and young adults with special needs ages 13-23. Yearly weekend position.

- Worked with clients with autism, ADHD, other various disorders, and disabilities.
- Met with clients to work on social skills, communication skills, life skills, decision making skills, team work, developing positive behaviors, and acceptance.

May 2010 - October 2010

**Frederick County Social Services, Frederick County VA- Social Worker II**

- Worked closely with other community supports to provide well rounded services to families.
- Showed them the available resources and support their community can provide them.
- Instituted the systems of care approach by conducting strength driven Family Engagement Meetings to also include family support systems.
- Established long lasting professional relationships within the community with providers and families.
- Familiar with the success and implementation of wraparound services to prevent youth from being removed from their families or within the community.
- Case management to include setting up, referring out, and following the success of services.
- Maintained appropriate contacts with the family and service providers.
- Helped family access funds and resources in the community.
- Developed plans for treatment and preparing paperwork for court purposes.
- Reunited families with their children under safe conditions.
- Seeing the success of families in reunification and adoption services.

May 2006 - May 2010

**26th District Court Service Unit - Juvenile Probation Officer and VJCCCA (grant) Coordinator**

- Developed and helped apply systems of care by making service plans and referring out to different agencies.
- I would identify and implement services to meet the mental health and various needs of the individual and the family.
- Provided case management for individuals and their families.
- Provided counsel and monitored plans with the individuals and their families regarding probation and direct care.
- Maintained appropriate contacts with all family members and treatment providers.
- Developed and monitored supervision/service plans.
- Established and coordinated with other agencies, mental health professionals, and service providers.
- Completed a variety of detailed reports to be submitted to the court and attorneys.
- Helped develop and participated in such meeting as Interdisciplinary Team Meetings (IDT) and Family Assessment Planning Team (FAPT).
- Acted as a court liaison by providing court coverage, summarizing and documenting court hearings, and testifying.
- I have a great knowledge with the criminal justice system, statutes, and court procedures and etiquette.
- I have the ability to establish and maintain effective professional relationships with coworkers, clients, families, officials, agencies, and the general public.
- Actively participated in budget oversight of all fiscal matters, developed budget plans, monitored revenues, and provided fiscal and program evaluation reports.
- Managed referral and contractual services in conjunction with Frederick County policies.
- Helped research, design, monitored, and implemented programs, structure policies, and procedures.
- Administered and federal, state, and local grants associate with juvenile justice system under the auspices of VJCCCA.

- Collected and entered data into the Community Programs Reporting system.

## Education

August 2012 - June 2015

### **Liberty University, Lynchburg VA - MA in Professional Counseling**

- Professional Counseling Student with excellent standing
- 60 Credit Course
- Courses Included: Professional Identity and Ethics, Theories of counseling, Counseling Techniques and the Helping Relationship, Human Growth and Development, Psychopathology and Counseling, and Social and Cultural Foundations in Counseling.

August 2004 - May 2006

### **George Mason University, Fairfax VA - BS in Psychology**

- Psychology courses include: Adolescent, Physiological Psychology, Social, Community, Behavioral, History of Psychology, Memory, Metals & Alzheimer's, Cognitive, and Statistics.

August 2002 - June 2004

### **Lord Fairfax Community College, Middletown VA - Associate's Degree in Liberal Arts and Sciences**

- Psychology courses include but not limited to: Child Psychology, Introduction to Psychology, Developmental Psychology, and Biology.
- Made Deans List both years and, awarded numerous scholarships due to academic standing.

## References

- **Gail Ketola, LCSW:** *Professional Reference-* 540-975-2856
- **Tiffany Markwood, LCSW:** *Professional Reference-* 540-535-5677
- **Brian Hart:** *Professional Reference-* 540-303-8835
- **Daniel Hoopes:** *Professional Reference-* 540-931-2672
- **Renee Harmon:** *Personal Reference-* 540-533-6958
- **Marie Harris:** *Personal Reference-* 703-909-6795





NWCS FAPT Case Support Services  
July 1, 2019 – June 30, 2020

FAPT Case Support Services are provided when Northwestern is identified per locality policy, as the lead agency for a client who at the time of the referral to FAPT is not receiving case management services from Northwestern.

**Initial FAPT presentation:** This would represent the first month of FAPT CM services and would include opening the case for FAPT, determination of client need, locating appropriate services, preparation of FAPT documentation, presentation to FAPT, and implementation of FAPT recommended services - \$326.50 per month

**Tier 1: Local Placement:** This tier would represent those youth located with the Northwestern catchment area. Services would include face to face contact with the client and/or family based on service requirement, collateral contact and collaboration with service providers, preparation of FAPT follow up documentation and presentation to FAPT \$400.00 (monthly rate includes mileage and additional FAPT-related activities)

**Tier 2: Non-Local Placement:** This tier would represent those youth located outside of the Northwestern catchment area. Services would include face to face contact with the client and/or family based on service requirement, placement visits, collateral contact and collaboration with service providers, preparation of FAPT follow up documentation and presentation to FAPT - \$500.00 per month (monthly rate includes base rate, mileage, and time away from other clients)

**Case Management** This service is provides case management services for youth when the lead agency is not Northwestern. Services include face to face contact with the youth at least every 90 days, monthly collateral contacts, monthly reports to the lead agency and CSA Coordinator and as available attendance at FAPT meetings. \$326.50 per month.

Serving Winchester and the Counties of Clarke, Frederick, Page, Shenandoah and Warren

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Front Royal, Virginia 22630-2360  
540-636-2931 Fax: 540-636-2933